



CITY OF BRANSON
PLANNING & DEVELOPMENT
110 W MADDUX ST, SUITE 215
PHONE: (417) 337-8535
FAX: (417) 334-2391

FOR OFFICE USE ONLY: Project No. _____
FEE & CODE: \$425.00 PND A
DATE & INITIALS: _____
PAYMENT TYPE: <input type="checkbox"/> CASH Receipt # _____
<input type="checkbox"/> CHECK # _____
<input type="checkbox"/> CREDIT CARD REF # _____
PUBLIC NOTICE DATE: _____
PUBLIC HEARING DATE: _____ @ 7:30 PM

PLANNED DEVELOPMENT AMENDMENT APPLICATION

Applicant Name (Please Print): _____

Applicant Address: _____

Phone Number: _____ Fax Number: _____ Email: _____

Applicant requests that PD - _____ be amended for property described herein and located at:

Street Address: _____

REQUIRED INFORMATION TO BE INCLUDED BEFORE APPLICATION WILL BE ACCEPTED

☒ Please attach a recent copy of the WARRANTY DEED/DEED OF TRUST

☒ Please attach a copy of the PD Plan and proposed amendments to the Land Use Regulations.

Purpose or reason for amendment: _____

Current use of property: _____

Restrictions: (Note: zoning WILL NOT supersede deed restriction(s), if any.)

☐ No deed restrictions

☐ A list of restrictions have been attached.

PROPERTY OWNER/AGENT INFORMATION

Owner's Name (Please Print): _____

Owner's Address: _____

Phone Number: _____ Fax Number: _____ Email: _____

Owner's Signature: _____

Agent's Name (Please Print): _____

Agent's Address: _____

Phone Number: _____ Fax Number: _____ Email: _____

Agent's Signature: _____

ACKNOWLEDGMENT OF PROPERTY OWNER

STATE OF _____)
) SS.
COUNTY OF _____)

On this ____ day of _____, 20____, before me personally appeared _____, to me known to be the person described in and who executed the foregoing application, and acknowledged that he/she executed the same as his/her free act and deed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal at my office in _____, _____ the day and year first above written.

/s/ _____
Notary Public

My term expires _____



Planning & Zoning Commission / **Board of Adjustment Application Notes**

The applicant and/or representative MUST attend the meeting or the request will be postponed to the next regularly scheduled meeting.

- * A meeting schedule, which includes application submittal deadline dates, is posted on the Planning & Development Department homepage at www.bransonmo.gov or available upon request. No applications will be accepted if incomplete or submitted after deadline date.
- * The “applicant” is the person or persons making the request of the Commission.
- * The “owner” is the owner of the subject property.
- * The “agent” is anyone representing the applicant and/or owner.
- * The owner’s signature must be an original signature, not a photocopy or fax.
- * The legal description must be either a lot, block and subdivision description or a complete metes and bounds description.
- * Copies of any covenants or deed restrictions pertaining to the subject property must be provided to the Planning Division.
- * For proof of ownership, attach a copy of the owner’s WARRANTY DEED or DEED OF TRUST. QUIT CLAIM DEEDS are not acceptable.
- * Site plans as requested must be accurate and to scale. Applicant must include an 11 X 17 copy.
- * All building and structures must meet city adopted building codes and regulations. Please contact the Building Division, (417) 337-8547, for specifics.
- * Copies of the staff report and proposed resolution concerning your request will be available for pick up in the Planning Division office three (3) working days prior to the meeting.

The Planning Division, (417) 337-8544, will be glad to answer any questions you may have or put you in touch with other necessary City departments.

Checklist for Submission and Approval of Planned Development

Procedure:

Applications for planned development (PD) district designation shall be processed pursuant to a three-step review process as specified under Section 410.070 (PD) Planned Development. Preliminary and final plats may be simultaneously submitted and reviewed for approval.

Step 1: Pre-application process

[ART \(Administrative Review Team\)](#)

Submit 10 draft copies of the planned development for departmental review. This draft should include all information necessary for proper review, such as:

- ☐ Uses permitted
- ☐ Intensity of development
- ☐ Bulk, area, and height requirements
- ☐ Public facilities
- ☐ Access to public thoroughfares
- ☐ Off-street parking and loading
- ☐ Signs
- ☐ Perimeter treatment

These copies will be provided to each department for review and written comments, including appropriate recommendations to inform and assist the applicant in preparing the PD application. ART meets every Wednesday. Please allow one week for written comments.

Step 2: Preliminary Development Plan

[Planning and Zoning Commission](#)

Please ensure that the submittal includes the following:

- ☐ A legal description of the site proposed for (PD) designation, including a statement regarding present ownership and present zoning.
- ☐ A master conceptual plan that indicates parcel, tract or lot locations and dimensions; density per gross and per net acre in the development and in each land use component, if appropriate; the intensity of land use in the development and each land use component, if appropriate; the amount of land in common area open space, recreation use or public use, if appropriate; and the treatment of project boundaries
- ☐ Written text which includes supporting graphics describing the overall concept of the plan; the uses included and any limitations upon uses; building types and prototypical site layouts, if appropriate; provisions for maintenance of common areas; any proposed agreements, dedications or easements; any proposed private covenants and restrictions; and any other information required by this article or pertinent to a determination of compliance with the article.

- ☐ A circulation plan that indicates roads adjoining the property; the location of access from public roads into the project; and vehicular and pedestrian circulation systems within the project. The circulation plan may be included as part of the master conceptual plan.
- ☐ An improvement plan that indicates water supply and distribution facilities as well as the source of the water supply; sewage collection and disposal including method and location of sewage discharge; methods and facilities for the management of storm water runoff; improvements to streets and roads; and any other physical improvements required to support the project.
- ☐ A statistical summary that indicates the number of acres in the project; the number of acres allocated to each land use within the project; the gross and net residential density within the project and within each land use component of the project; and floor area, floor area ratios, open space ratios, and other data relating the intensity of development in the site size and location.
- ☐ The following elements are optional, at the request of the Planning and Zoning Commission:
 1. A sign which indicates the location, size and design and other pertinent provisions relating to signs within the project
 2. A parking plan which shows the number of parking spaces as well as their general location and design
 3. An environmental impact statement indicating possible problem areas within the site as well as solutions to those problems as intended by the developer

The preliminary development plan shall be reviewed as a zoning amendment and shall be processed in the same manner specified by this title.

Step 3: Final Development Plan
[Board of Aldermen](#)

If you have questions, please feel free to contact the planning and development department. It is our pleasure to be of assistance to you.

417-337-8535
 417-337-8549

Office Use Only:

PD #: _____
 ART date: _____
 P&Z date: _____
 Board of Aldermen: _____

Section 410.070. [PD] Planned development.

A. *Purpose and intent.* The intent of the planned development (PD) regulations is to permit greater flexibility and consequently more creative and imaginative design than generally is possible under conventional zoning regulations.

It is hereby intended to permit, upon application and upon approval of site and use plans, the creation of planned development (PD) districts. Such a designation shall be determined by, and shall be designed to lessen congestion in the streets, to secure safety from fire, panic, and other dangers, to promote health and the general welfare, to provide adequate light and air, to prevent the overcrowding of land, to avoid undue concentration of population, to preserve features of historical significance, to facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements, and with a reasonable consideration being given, among other things, to the character of the district and its peculiar suitability for particular uses and with a view to conserving the land throughout the city. In PD districts, the regulations which are adopted are intended to accomplish the same purposes as do zoning and other applicable regulations in districts which are developed on a lot-by-lot rather than a unified basis.

B. *Application of planned development (PD) district provisions.* A PD district may be proposed for any location in the city if it is in accordance with the provisions of the zoning regulations.

C. *Effect of planned development (PD) district approval.* Approval of a planned development (PD) district shall constitute an amendment to the zoning ordinance. Designation of a property as a planned development (PD) district in accordance with an approved development plan shall supersede all existing and prior zoning classifications. Such property shall for zoning purposes be identified by the letters "PD" followed by an identifying number.

D. *Standards.* All planned development districts shall at a minimum satisfy the following standards and requirements:

1. *Uses permitted.* The development plan shall specify, both for the project as a whole and/or for subareas within the project, as appropriate, those principal and accessory uses as are to be permitted. The board of aldermen may include or exclude uses from the development plan or include uses with attached conditions as appropriate to achieve the intent of these provisions.

In making its determinations of the uses to be permitted within the PD district, the board of aldermen may consider the compatibility and relationship of uses within the project, the compatibility and relationship of permitted uses adjoining or in proximity to the PD district, the appropriateness of permitted uses for the area in general and their overall impact on the community and the consistency of the permitted uses with other adopted plans and policies.

2. *Intensity of development.* The development plan shall contain provisions to regulate the intensity of development within the planned development (PD) district. Such provisions may apply to the project as a whole or to subareas within the project as appropriate.

- a. For nonresidential development, the intensity of development may be regulated.

- (1) By specifying an appropriate floor area ratio(s) (FAR);

- (2) By specifying maximum square footage or gross leasable area;

- (3) By specifying setbacks, height and bulk restrictions; or

- (4) By a combination of such restrictions for the project as a whole or for components or subareas within the project. In addition, nonresidential development plans may specify performance standards to be imposed on the project and restrictions regarding the location and nature of industrial, commercial, and other residential activities. The board of aldermen may impose such standards and restrictions as necessary to achieve the intent of this article [section]. In making its determination regarding the intensity of development and appropriate performance standards, the board may consider character and scale of similar developments, the character and scale of surrounding development and the area in general, the real or anticipated impact on public facilities and

services, and consistency with other plans and policies.

b. The density of residential dwelling units within a PD shall be computed in accordance with the following formula:

Maximum number of dwelling units. The entire area of the property to be utilized for residential purposes divided by the maximum density as shown by table 1 below permitted within the zoning district(s) in effect for the property at the time of PD district application.

TABLE 1

TABLE INSET:

Zoning Uses	Maximum Residential Density
Single-family housing use	6 DU/acre
Two-family housing use	10 DU/acre
Multifamily housing use	16 DU/acre
Density for multifamily housing may be increased up to 25 DU/acre; dependent upon compatibility and relationship of permitted uses adjoining the subject property and the impact increased density may have on them. A 10-foot buffer on rear and side lot lines is required for density exceeding 16 DU/acre.	
Neighborhood commercial use	16 DU/acre
Downtown commercial use	16 DU/acre
Manufacturing use	16 DU/acre

The permitted number of dwelling units may be distributed in any manner over the residential portion of the project consistent with the intent and provisions of this title. The development plan shall specify distribution of residential density for the project as a whole or for subareas within the project as appropriate. In making its determination regarding the distribution of residential densities, the board may consider compatibility of residential densities with other uses within the district as well as outside the district, the impact of residential densities on public facilities and services, and the consistency with the master plan and other adopted plans and policies.

c. The maximum number of timeshare dwelling units within a planned development (PD) shall not exceed the number calculated by multiplying the entire area of the property to be used for timeshare purposes by the maximum density shown by table 2, except as set forth in subsection (d). The number of timeshare units may be distributed in any manner over the timeshare portion of the PD consistent with the intent and provisions of this title. The development plan shall specify distribution of timeshare units for the PD as a whole or for subareas within the PD as appropriate. In making its determination regarding the distribution of timeshare units, the board may consider compatibility of timeshare densities with other uses within the district as well as outside the district, the impact of timeshare densities on public facilities and services, and the consistency with the master plan and other adopted plans and policies.

TABLE 2

TABLE INSET:

Abutting Zoning District	Maximum Timeshare Density
R-1 single-family	6 DU/acre*

R-2 two-family	10 DU/acre**
R-3 multifamily housing	16 DU/acre***
C neighborhood commercial	32 DU/acre
D downtown commercial	32 DU/acre
M light manufacturing	32 DU/acre

d. *Exceptions.*

(1) **Timeshare units abutting R-1 districts.* The maximum density of timeshare dwelling units within 300 feet of an abutting R-1 district may be increased to 12 DU/acre, but only under the following circumstances:

- (a) No building within 300 feet of an abutting R-1 zoning district shall exceed two stories in height; and
- (b) All buildings must be set back from an R-1 zoning district an additional 25 feet for each two DU/acre in excess of six DU/acre to provide additional buffering. Such additional buffering shall be in excess of the 100 feet minimum buffering required by section 66-218(c)(1) of the Branson Municipal Code and shall be provided along the entire boundary common to the R-1 zoning district.

The maximum density of timeshare dwelling units located more than 300 feet from an abutting R-1 zoning district shall be 32 DU/acre.

(2) ***Timeshare units abutting R-2 districts.* The maximum density of timeshare dwelling units within 300 feet of an abutting R-2 district may be increased to 16 DU/acre, but only under the following circumstances:

- (a) No building within 300 feet of an abutting R-2 zoning district shall exceed two stories in height; and
- (b) All buildings must be set back from an R-2 zoning district an additional 25 feet for each two DU/acre in excess of ten DU/acre to provide additional buffering. Such additional buffering shall be in excess of the 100 feet minimum buffering required by section 66-218(c)(1) of the Branson Municipal Code and shall be provided along the entire boundary common to the R-2 zoning district.

The maximum density of timeshare dwelling units located more than 300 feet from an abutting R-1 zoning district shall be 32 DU/acre.

(3) ****Timeshare units abutting R-3 districts.* The maximum density of timeshare dwelling units within 200 feet of an abutting R-3 district may be increased to 32 DU/acre, but only under the following circumstances:

- (a) No building within 200 feet of an abutting R-3 zoning district shall exceed four stories in height; and
- (b) All buildings must be set back from an R-3 zoning district an additional 25 feet for each four DU/acre in excess of 16 DU/acre to provide additional buffering. Such additional buffering shall be in excess of the 100 feet minimum buffering required by section 66-218(c)(1) of the Branson Municipal Code and shall be provided along the entire boundary common to the R-3 zoning district.

The maximum density of timeshare dwelling units located more than 200 feet from an abutting R-3 zoning district shall be 32 DU/acre.

3. *Bulk, area and height requirements.* The development plan shall specify bulk, area and height restrictions for the project as a whole and for subareas and/or components of the project as appropriate. The board may impose alternate or additional standards or restrictions to achieve the intent of this article. In making its determination regarding such standards or

restrictions, the board may consider the character and scale of the proposed development as it relates to other uses and structures both within the district and outside the district, the general character and scale of similar developments within the area of the proposal, and the consistency with adopted plans and policies.

4. *Public facilities.* The development plan shall specify conditions, restrictions and standards relating to the timely provisions of necessary public facilities as appropriate. The board may impose conditions, restrictions and standards as appropriate to achieve the intent of this title. In making its determination regarding such conditions, restrictions and standards, the board may consider the adequacy of existing facilities, the timely provision of adequate facilities and the overall cost to the community.

5. *Access to public thoroughfares.* The development plan shall specify the location and general design of ingress and egress to the project along with access restrictions as appropriate. The board may impose such access standards and restrictions as necessary to protect the integrity and function of the city's thoroughfare system and to otherwise achieve the intent of this title. In making its determination regarding such access standards and restrictions, the board may consider the classification and function of the thoroughfare system, existing and projected traffic volumes, the condition and design of the affected thoroughfares, the effect of the proposed development on traffic flow and circulation patterns on other adopted plans and policies.

6. *Off-street parking and loading requirements.* Unless specifically modified by the development plan, the off-street parking and loading requirements contained within the zoning regulations shall apply. Reductions in off-street parking and loading standards shall be approved only if it can be demonstrated that parking demand will be less due to density and/or occupancy characteristics of the project and/or the availability of public transportation.

7. *Signs.* Unless specifically modified by the development plan, the sign regulations contained within the zoning regulations shall apply. Modifications to the sign regulations shall be approved only if the general intent to the sign regulations regarding size, location, illumination, structural integrity and relation to surrounding uses is satisfied.

Editor's note: The sign regulations are set forth in chapter 70 of the Branson Municipal Code.

8. *Perimeter treatment.* The development plan shall specify any special treatment of perimeter areas designed to mitigate the impact of the project upon adjoining properties and/or to achieve an appropriate transition between land uses and densities. The board may impose those standards and requirements for perimeter treatment it deems necessary to protect adjoining properties from adverse effects and to achieve an appropriate transition of land uses and densities.

9. *Procedure.* Applications for planned development (PD) district designation shall be processed pursuant to a three-step review process as specified in this section. The three-step procedure shall include: 1) a pre-application conference; 2) a preliminary development plan; and 3) a final development plan.

10. *Preapplication conference.* The preapplication conference is an informal procedure to assist the applicant in meeting various requirements of the city and to provide an early preview of the application. To obtain further information, each applicant shall confer with the director of planning and development and appropriate department heads in connection with the preparation of the PD application. It shall be the responsibility of the director of planning and development to coordinate the preapplication review. Upon review, the director of planning and development shall furnish the applicant with his/her written comments regarding the proposal including appropriate recommendations to inform and assist the applicant in preparing the PD application.

11. *Preliminary development plan.* Upon satisfying the preapplication conference requirement, an applicant may submit a preliminary development plan. The following information shall as a minimum be included in the application:

- a. A legal description of the site proposed for (PD) designation, including a statement regarding present ownership and present zoning.

- b. A master conceptual plan that indicates parcel, tract or lot locations and dimensions; density per gross and per net acres in the development and in each land use component, if appropriate; the intensity of land use in the development and each land use component, if appropriate; the amount of land in common area open space, recreation use or public use, if appropriate; and the treatment of project boundaries.
- c. Written text which includes supporting graphics describing the overall concept of the plan; the uses included and any limitations upon uses; building types and prototypical site layouts, if appropriate; provisions for maintenance of common areas; any proposed agreements, dedications or easements; any proposed private covenants and restrictions; and any other information required by this article or pertinent to a determination of compliance with the article.
- d. A circulation plan that indicates roads adjoining the property; the location of access from public roads into the project; and vehicular and pedestrian circulation systems within the project. The circulation plan may be included as part of the master conceptual plan.
- e. An improvement plan that indicates water supply and distribution facilities as well as the source of the water supply; sewage collection and disposal including method and location of sewage discharge; methods and facilities for the management of stormwater runoff; improvements to streets and roads; and any other physical improvements required to support the project.
- f. A statistical summary that indicates the number of acres in the project; the number of acres allocated to each land use within the project; the gross and net residential density within the project and within each land use component of the project; and floor area, floor area ratios, open space ratios, and other data relating the intensity of development to the site size and location.
- g. The following elements are optional at the request of the planning and zoning commission:
 - (1) A sign which indicates the location, size and design and other pertinent provisions relating to signs within the project.
 - (2) A parking plan which shows the number of parking spaces as well as their general location and design.
 - (3) An environmental impact statement indicating possible problem areas within the site as well as solutions to these problems as intended by the developer.

The preliminary development plan shall be reviewed as a zoning amendment and shall be processed in the same manner specified by this title.

12. *Final development plan.* Due to diversity in size and character of proposals considered under this section, flexibility in the form, content and approval procedures of the final development plan should be retained. Toward this end, the board shall specify, as part of its approval of the preliminary plan, the form, content and approval authority of the final development plan. In the event that the board considers a submission of a final development plan necessary for all or part of the district, it shall so specify in its approval of the preliminary development plan. The board may retain its authority to approve the final development plan or may delegate its approval authority to the planning and zoning commission or to specified administrative officials. In the event the approval authority is delegated, the board shall specify the limits of discretion to be exercised by the approving authority.

13. *Subdivision plats and site plans required.* Nothing in this section shall be construed to prevent an applicant from submitting, at his/her option, a subdivision plat or site plan for the simultaneous review with the development plan.